



Los Padres Communications Center (LPCC)
3960 Mitchell Rd
Santa Maria, CA 93455
(805)938-9142 ext. 0

Subject: LPCC Apprentice Hours (Pre-Work), Letter of Instruction

Pre-Work Reference Materials:

- (a) LPCC website: <http://gacc.nifc.gov/oscc/ecc/lpcc/LOGISTICS/dispatch.php>
 - (b) 2020 Los Padres National Forest Lightning Operations Guide
 - (c) Los Padres National Forest 2020 Field Procedure Guide
 - (d) California Interagency Mobilization Guide 2020
 - (e) National Interagency Mobilization Guide 2020
 - (f) Los Padres National Forest Check-In and Check-Out Plan
1. The Pacific Southwest Region Apprenticeship Program has recently increased the number of required Dispatch time, from forty (40) to sixty (60) hours. A Pre-work packet will be available on the LPCC Web Site for the Apprentice to obtain, complete, and submit to the District Apprentice Representative for grading prior to the Apprentice performing their time at LPCC. The Pre-work is required in order to prepare the apprentice prior to arrival at LPCC, minimize their impact to the LPCC staff, decrease amount of travel and payroll, and minimize the impact of coverage to their module. The Pre-work will contain questions relative to daily routines, mobilization processes, resource management and tracking, and Local, Regional, and National processes and procedures. Successful completion of the Pre-work will account for twenty (20) hours of Dispatch time under the Los Padres National Forest Apprentice Program.



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2. Apprentice will need to attain a Pre-work score of seventy (70) percent or higher in order to obtain the twenty (20) hours of Dispatch time. Apprentice will submit a copy of their completed Pre-work packet to their District Apprentice Representative to be graded. The District Apprentice Coordinator will forward the score results to LPCC and the Forest Apprentice Coordinator at least 2 weeks before scheduling time at LPCC. Apprentice will bring completed test packet to LPCC for review and signature.
3. Apprentice should coordinate their Dispatch hours through their District Apprentice Representative. District Apprentice Representative will schedule Apprentice time at LPCC by logging into Los Padres Share Point Site <https://usdagcc.Sharepoint.com/sites/fs-r05-lpfamts/SitePages/Home.aspx> and locating and selecting open dates. The dates in which LPCC can host an Apprentice would normally be between May 15, 2021 and November 1, 2021, but due to Covid-19 the start date could be pushed back. Apprentice Dispatch time will consist of twenty (20) hours for the Pre-work and forty (40) hours spent at LPCC. The forty (40) hours spent at LPCC will consist of four (4) consecutive ten (10) hour days. LPCC staff does not schedule more than one (1) Apprentice at any given time. The exception is if LPCC is hosting a Type 1 or 2 Incident OR has increased Resource Ordering in the Expanded Operation, whereby one to two additional Apprentices will be considered.
4. Assistance with locating materials on the LPCC Web Site can be addressed to the Dispatch Staff at 805-938-9142 ext. 0. All other questions can be addressed to Los Padres Apprentice Coordinator, Andrea Helming 805-937-5059 ext. 210 OR 205